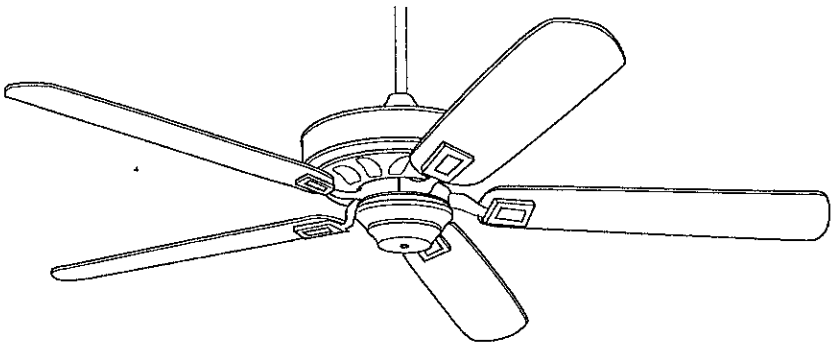
READ AND SAVE THESE INSTRUCTIONS



Ceiling Fan Owner's Manual

Net Weight: 20.50 Lbs.

⚠ WARNING

WARNING: To avoid fire, shock, and serious personal injury, follow these instructions.

Safety Instructions

1. Read your owner's manual carefully and keep it for future reference.
2. Before servicing or cleaning unit, switch power off at service panel and lock service panel disconnecting means to prevent power from being switched on accidentally. When the service disconnecting means cannot be locked, securely fasten a warning device, such as a tag, to the service panel.
3. Be careful of the fan and blades when cleaning, painting, or working near the fan. Always turn off the power to the ceiling fan before servicing.
4. Do not put anything into the fan blades while they are turning.
5. Do not operate reversing switch until fan blades have come to a complete stop.

Additional Safety Instructions for Installation

1. To avoid possible shock, be sure electricity is turned off at the fuse box before wiring, and do not operate fan without blades.
2. All wiring must be in accordance with the National Electrical Codes "ANSI/NFPA 70-2008" and Local Electrical Codes. Use the National Electrical Code if Local Codes do not exist. The ceiling fan must be grounded as a precaution against possible electrical shock. Electrical installation should be made or approved by a licensed electrician.
3. The outlet box and joist must be securely mounted and capable of reliably supporting at least 50 pounds. Use only U.L. outlet boxes listed as "Acceptable for Fan Support", and use the mounting screws provided with the outlet box. Most outlet boxes commonly used for support of light fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.
4. The downrod furnished with the fan provides the minimum recommended floor to fan blade clearance for an 8 foot ceiling.
5. The fan must be mounted with the fan blades at least 7 feet from the floor to prevent accidental contact with the fan blades.
6. Follow the recommended instructions for the proper method of wiring your ceiling fan. If you do not know enough about electrical wiring, have your fan installed by a licensed electrician.

WARNING: To avoid fire, shock or injury, do not use an Emerson or any other brand of control not specifically approved for this fan.

WARNING: This product is designed to use only those parts supplied with this product and/or any accessories designated specifically for use with this product by Emerson Electric Co. Substitution of parts or accessories not designated for use with this product by Emerson Electric Co. could result in personal injury or property damage.

WARNING: To reduce the risk of personal injury, do not bend the blade flange when installing the blade flanges, balancing the blades or cleaning the fan. Do not insert foreign objects in between rotating fan blades.

WARNING: To reduce the risk of electrical shock, this fan must be installed with an isolating wall control/switch.

DATE CODE: _____

The date code of this fan may be found on the box, stamped in ink on a white label.

You should record this data above and keep it in a safe place for future use.

This Manual Is Designed to Make it as Easy as Possible for You to Assemble, Install, Operate and Maintain Your Ceiling Fan

Tools Needed for Assembly

One Phillips head screwdriver One stepladder
One wire stripper
Three wire connectors (supplied)

MATERIALS

Wiring outlet box and box connectors must be of type required by the local code. The minimum wire would be a 3-conductor (2-wire with ground) of the following size:

Installed Wire Length	Wire Size A.W.G.
Up to 50 ft.	14
50-100 ft.	12

⚠ WARNING

Before assembly your ceiling fan, refer to section on proper method of wiring your fan (page 8). If you feel you do not have enough wiring knowledge or experience, have your fan installed by a licensed electrician.

Unpacking Instructions

For your convenience, check-off boxes are provided next to each step. As each step is completed, place a check mark in the box. This will insure that all steps have been completed and will be helpful in finding your place should you be interrupted.

⚠ WARNING

Do not install or use fan if any part is damaged or missing.

⚠ WARNING

This product is designed to use only those parts supplied with this product and/or any accessories designated specifically for use with this product by Emerson Electric Co. Substitution of parts or accessories not designated for use with this product by Emerson Electric Co. could result in personal injury or property damage.

☐ **1.** Check to see that you have received the following parts:

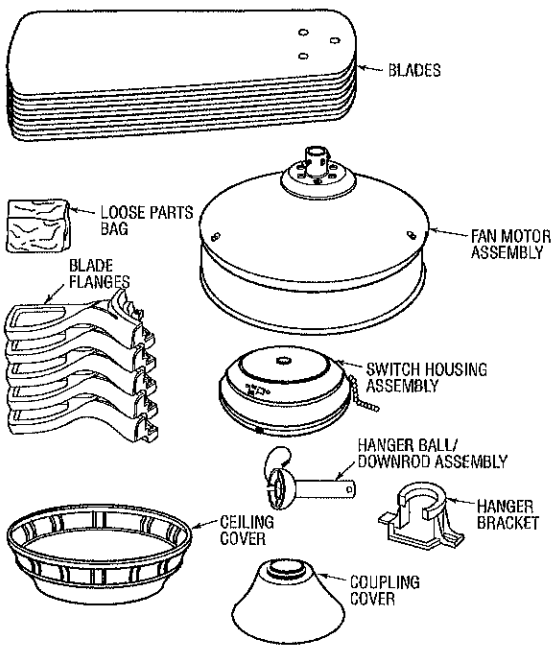
NOTE: If you are uncertain of part description, refer to exploded view illustration.

a. Fan motor assembly
b. One switch housing assembly
c. One ceiling cover
d. Five blade flanges
e. One hanger ball/4.5" downrod assembly
f. One hanger bracket
g. One coupling cover
h. Five fan blades
i. One loose parts bag containing:
   1. Sixteen M5 x 6mm washer head blade screws
   2. One M4 x 12mm flat head screw
   3. One M6 x 14mm pan head screw with lockwasher
   4. One die-cast pendant
   5. One pendant coupler
   6. Three wire connectors
   7. Two threaded studs
   8. Two knurled knobs
   9. Two lockwashers
   10. One clevis pin
   11. One hairpin clip
   12. One balance kit

NOTE: Place the parts from the loose parts bags in a small container to keep them from being lost. If any parts are missing, contact your local retailer or catalog outlet for replacement before proceeding.

☐ **2.** Remove the fan assembly from the protective plastic bag. Place the fan assembly into the upper foam pad with the bottom of the motor facing up.

The upper foam pad serves as a holder for the fan during the first stages of assembly.



Electrical Requirements

Your new ceiling fan will require a grounded electrical supply line of 120 volts AC, 60 Hz, 15 amp circuit.

The outlet box must be securely anchored and capable of withstanding a load of at least 50 pounds.

⚠ WARNING

To reduce the risk of fire, electrical shock, or personal injury, mount fan to outlet box marked "Acceptable for Fan Support", and use screws supplied with outlet box. Most outlet boxes commonly used for support of light fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.

If your fan is to replace an existing ceiling light fixture, turn electricity off at the main fuse box at this time and remove the existing light fixture.

⚠ WARNING

Turning off wall switch is not sufficient. To avoid possible electrical shock, be sure electricity is turned off at the main fuse box before attempting installation. All wiring must be in accordance with National and Local codes and the ceiling fan must be properly grounded as a precaution against possible electrical shock.

⚠ WARNING

To avoid fire or shock, follow all wiring instructions carefully. Any electrical work not described in these instructions should be done or approved by a licensed electrician.

How to Put Your Ceiling Fan Together

☐ **1.** Rotate the motor hub to align the hub motor area over each of the five shipping retainers. One by one unscrew each of the five screws and discard screws and shipping retainers (Figure 1).

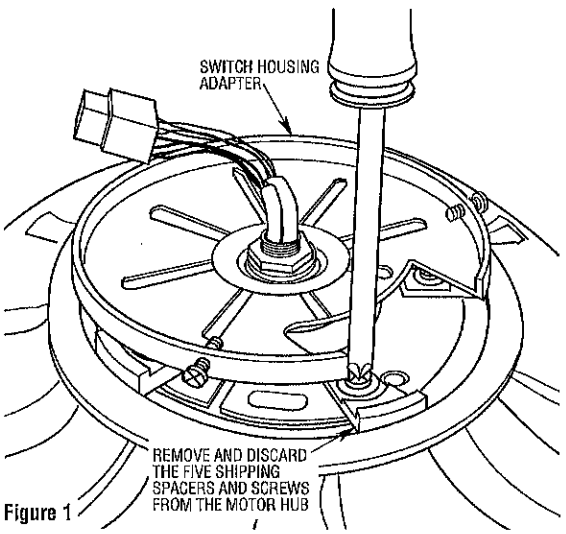


Figure 1

☐ **2.** Mount blade flanges to fan blades using three M5 x 6mm washer head blade screws (Figure 2).

NOTE: Take care not to scratch fan housing when installing blades.

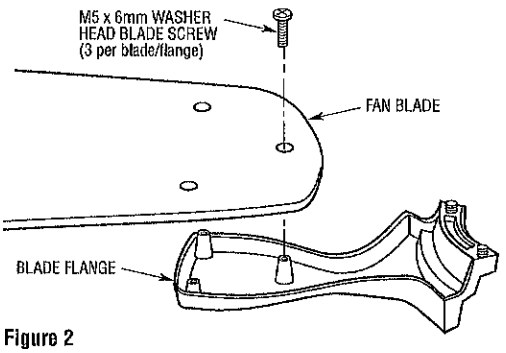


Figure 2

☐ **3.** Loosely attach one blade/flange assembly to the motor hub by securing the two M6 x 14mm captive pan head screws. Make sure the screws are NOT tightened (Figure 3). Repeat this procedure for other four blade assemblies.

⚠ WARNING

To reduce the risk of personal injury, do not bend the blade flange when installing the blade flanges, balancing the blades or cleaning the fan. Do not insert foreign objects in between rotating fan blades.

☐ **4.** The blade flanges have an interlocking feature that must be fully engaged before tightening the screw. Make sure all the flanges are properly engaged and then tighten the flange screws. If one of the flanges does not seat properly on the motor hub, loosen the adjacent flange screws, re-engage and reseat the flanges, then tighten the screws again.

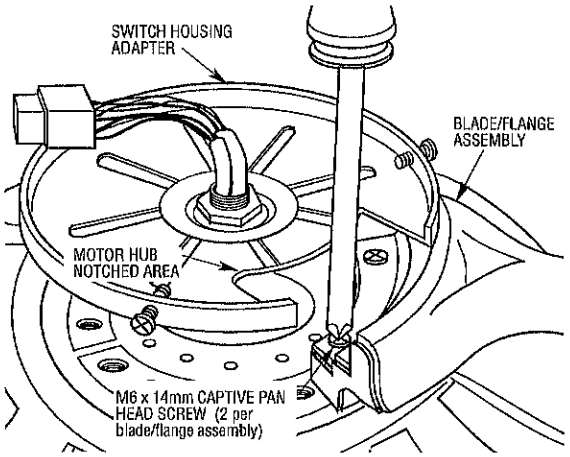

SWITCH HOUSING ADAPTER
BLADE/FLANGE ASSEMBLY
MOTOR HUB NOTCHED AREA
M6 x 14mm CAPTIVE PAN HEAD SCREW (2 per blade/flange assembly)

Figure 3

☐ **5.** Remove and retain the three switch housing mounting screws (Figure 4) from the switch housing plate. Engage the connector of the switch housing assembly with the motor connector (Figure 4). The two connectors are keyed and color-coded and must be mated correctly (color-to-color) before they can be engaged. Make sure the connector latch closes properly.

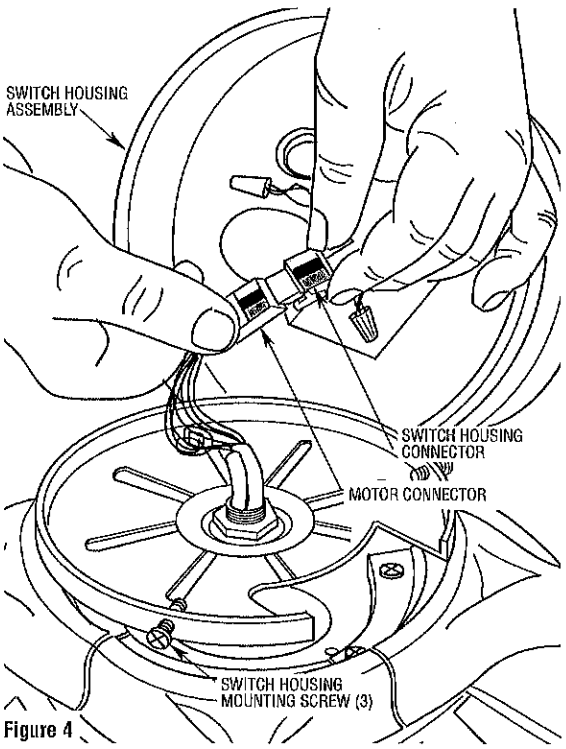


Figure 4

☐ **6.** Position the switch housing assembly on the switch housing plate and align the holes in the switch housing assembly with the holes in the plate. Secure the switch housing assembly by installing the three M4 x 12mm flat head screws (supplied) (Figure 5).

⚠ WARNING

To avoid possible fire or shock, do not pinch wires between the switch cup assembly and the switch cup plate.

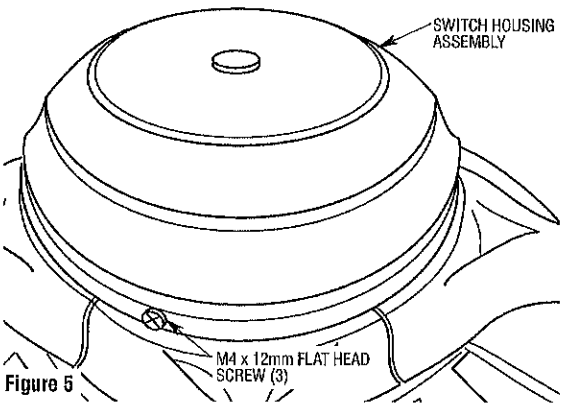


Figure 5

☐ **7.** Carefully turn partially assembled fan upside down and place in styrofoam form carton, in preparation for final installation.

☐ **8.** Remove the hanger ball by loosening the setscrew in the hanger ball until the ball falls freely down the downrod (Figure 6). Remove the pin from the downrod, then remove the hanger ball. Retain the pin and hanger ball for reinstallation in Step 9.

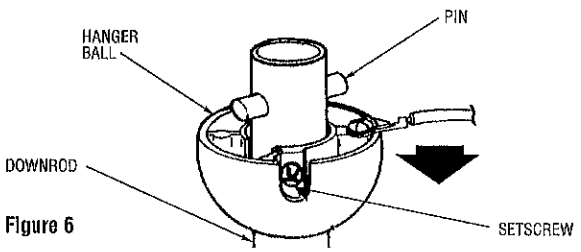


Figure 6

☐ **9.** Separate, untwist and unkink the three 80" motor leads. Route the motor lead wires through the downrod. Remove the upper setscrew from the motor coupling. Align the clevis pin holes in the downrod with the holes in the motor coupling. Install the clevis pin and secure with the hairpin clip (Figure 7). The clevis pin must go through the holes in the motor coupling and the holes in the downrod. Be sure to push the straight leg of the hairpin clip through the hole near the end of the clevis pin until the curved portion of the hairpin clip snaps around the clevis pin. The hairpin clip must be properly installed to prevent the clevis pin from working loose. Pull on the downrod to make sure the clevis pin is properly installed. Reinstall the upper setscrew in the motor coupling. Check that the lower setscrew is tightened securely (Figure 7).

NOTE: The setscrews must be properly installed as described above, or fan wobble could result.

⚠ WARNING

It is critical that the clevis pin in the motor coupling is properly installed and the setscrews securely tightened. Failure to verify that the pin and setscrews are properly installed could result in the fan falling.

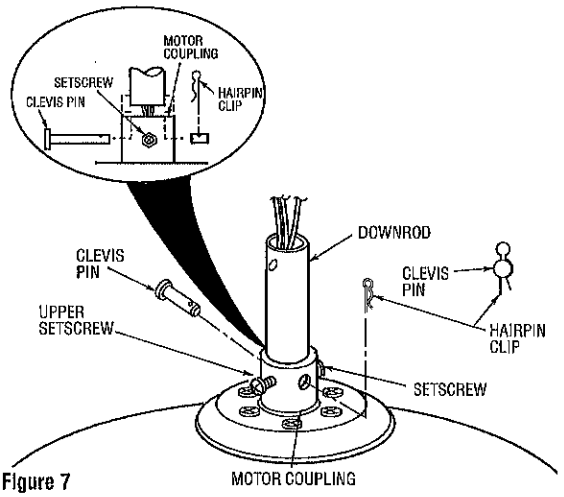


Figure 7

☐ **10.** Make sure the grommet is properly installed in the coupling cover, then slide the coupling cover on the downrod until it rests on the motor housing. Place the ceiling cover over the downrod. Be sure that the ceiling cover and the coupling cover are both oriented correctly (Figure 8).

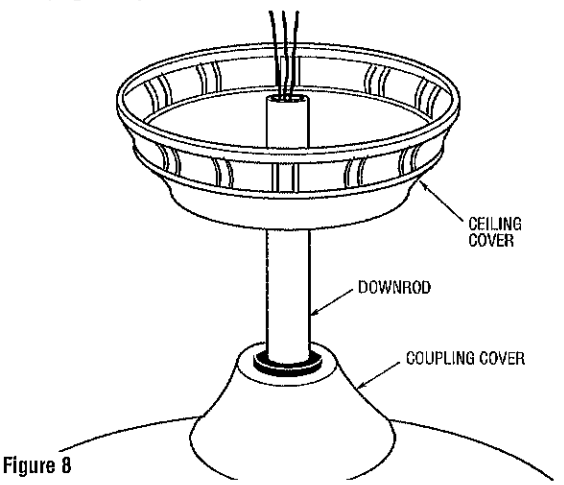


Figure 8

☐ **11.** Reinstall the hanger ball (Figure 9) on the downrod as follows. Route the three 80" motor leads through the hanger ball. Position the pin through the two holes in the downrod and align the hanger ball so the pin is captured in the groove in the top of the hanger ball. Pull the hanger ball up tight against the pin and securely tighten the setscrew in the hanger ball. A loose setscrew could create fan wobble.

⚠ WARNING

It is critical that the pin in the hanger ball is properly installed and the setscrew securely tightened. Failure to verify that the pin and setscrew are properly installed could result in the fan falling.

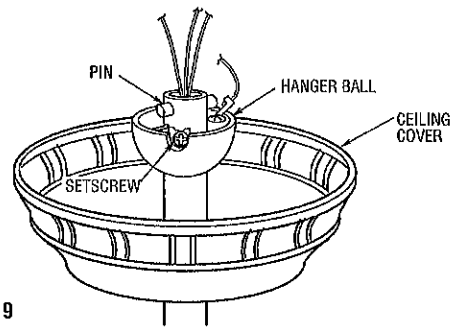


Figure 9

☐ **12.** The fan comes with blue, black and white leads that are 80" long. Before installing fan, measure up approximately 6 to 9-inches above top of hanger ball/downrod assembly. Cut off excess leads and strip back insulation 1/2-inch from end of leads.

☐ **13.** You have now completed the assembly of your new ceiling fan. You can now proceed with hanging and wiring your fan.